

Working Healthy Application Checklist

- ☐ Consumer is age 16 - 64 and meets disability criteria.
- ☐ Consumer meets all general eligibility criteria.
- ☐ Consumer has verified earned income (FICA or SECA taxes are being paid or meets one of the FICA exemptions). Earning at least federal minimum wage
 - ✓ Countable monthly earned income exceeds \$65. Use table below to determine if earned income meets this standard.

Determine the individual's gross earned income	\$
Subtract IRWE, BWE, or Self-Employment deductions if applicable	-
If total is greater than \$65.00, individual is WH eligible	

- ☐ Consumer has no delinquent Working Healthy premiums due.
- ☐ Consumer has resources that do not exceed \$15,000.
- ☐ Benefits Specialist added to ADAD screen. If a WORK participant, also add Nancy Scott (WORK Program Manager) at KHPA.
- ☐ 'WH' Sub-type on SEPA.
- ☐ Appropriate Working Healthy code on PICK.
- ☐ Consumer have a premium for WH? If yes, premium entered on KAECSES
- ☐ If WORK participant, code LOTC WK/NA effective the first day of the appropriate month. Example: ES-3160 rec'd by SRS on 7/18, LOTC coding for WORK effective 8/1.
- ☐ Case authorized.
- ☐ WOAL set for 6 month desk review.
- ☐ Appropriate notices sent to consumer. N-117 WH Prior medical no premium N-118 WH Prior medical with premium N-105 WH approval with no premium N-106 WH approval with premium

If application is denied for Working Healthy, please notify the WH Benefit Specialist via e-mail or ES-3160 and Nancy Scott if this was also a WORK Participant.